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Office Memorandum • UNITED STATES GOVERNMENT

TO : Chief of Logistics

DATE: 3 September 1953

FROM : Chief, Coordination and Requirements Staff

SUBJECT: Weekly Report Covering the Period 27 August to 2 September 1953

1. General

a. Master IBM Supply and Requirements Deck (continued) The processing of corrections to the catalog deck and to the reproduced master deck has been completed. Additional changes to the catalog deck, which will be effective 25 September 1953, are being incorporated in the reproduced deck prior to transmittal of such deck to Far East Headquarters overseas. It is expected that such changes and packaging of the deck for shipment will be completed in a few days. OK

b. Requirements for Guerrilla Warfare Support According to T/O & E's Recommended by the Paramilitary Operations Staff (continued) A tabulation of the T/O & E data now on IBM cards is still in process of tabulation and should be available for review within a few days. X

c. Surplus Stocks (continued) The PM Staff has been consulted informally regarding strength figures and a possible revised T/O & E which could be used, under a proposed plan, for the computation of materiel requirements and a determination of possible surplus stocks at [REDACTED]. The matter of strength figures and possible revisions to the T/O & E is still under consideration by the PM Staff. OK

d. Revision of Form No. 431 - Now changed to Instructions for Submission of Materiel Requirements (continued) Informal information indicates that the DD/P-Admin. has received comments from the staff and area divisions regarding the proposed instructions for forecasting materiel requirements, which were forwarded to the DD/P-Admin. on 14 August 1953. It is expected that the Logistics Office will receive comments and recommendations from the DD/P-Admin. within a week. X

e. FY 1952 Contingency Fund Procurement (continued) No additional information has been received from the Ordnance Corps regarding materiel available and obligated for Annex No. 1. The PM Staff has been alerted to the problem of possible excess stocks resulting from materiel available and obligated under Annex No. 2. A conference will be arranged with the PM Staff to review the equipment available under Annex No. 2, together with a consideration of X

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possible excesses determined on the basis of overall man strength and the [REDACTED] T/O & E.

f. Career Service (continued) A number of new and revised job descriptions have been prepared, based on current responsibilities and functions and the pilot models have been tentatively approved by the Personnel Office's representatives as to format and content. X

g. Automatic Distribution of Department of the Army Publications (new and completed) Members of the Logistics Office and of the OCD Library attended a meeting on 1 September 1953 to discuss with Col. Akin, G-4, and with representatives of the AG Document Distribution Division, the possibility of obtaining certain Department of the Army publications on an automatic distribution basis. It was indicated that CIA would receive one copy of all unclassified supply manuals on an automatic basis, but that the receipt of classified documents on such basis was precluded, at least temporarily, by a ruling in G-4. Mr. [REDACTED] of the OCD Library, and [REDACTED] Special Staff, LO, will attempt to obtain a more favorable ruling with respect to classified documents. A further report regarding this matter will be made as a "reopened" item when warranted by developments or agreements. OK

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2. Projects and Studies in Process

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a. Supply Base, [REDACTED] (reopened and completed) A study determining the support and facility requirements for planned operations, based on support of [REDACTED] has been prepared and submitted to the Chief of Logistics. OK

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b. Support of Operations, [REDACTED] (continued) A conference was held by the DD/P-Admin. to further discuss information presented in the Logistics Office paper on [REDACTED]. No action or final decisions were made pending final approval by the DD/P of the [REDACTED] man strength concept. OK

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c. Logistical Problems, [REDACTED] (continued) Action has been initiated to obtain positive answers and policy guidance on individual problems and questions presented in a memorandum from the Senior Representative, [REDACTED]. Subject: "Logistics", dated 31 July 1953. An interim report will be submitted to the Chief of Logistics about 4 September 1953. ?

d. Ammunition at [REDACTED] (continued) No further developments 25X1A6a

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e. R & D Special Devices for the [REDACTED] (continued) A cable was received from the Senior Representative, [REDACTED] stating that they were unable to fully identify the TSS items advising that some items were readily available through Army sources. Advice was also received that TS storage space was not available and that storage [REDACTED] OK

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The Senior Representative was advised to use the services of a TSS representative in the EE Area to assist in identifying the items and to advise

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Headquarters as to the quantities of items available in Army stocks which could be securely used if the need arose. Upon receipt of this information it may be possible to reduce quantities accordingly.

3. Other Items of Interest (All items are of a non-recurring nature.)

a. SE



b. WE

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The Table of Organization for Project [REDACTED] has been approved and will be presented to the Logistics Office for consideration of personnel to fill the positions.

c. SR

Coordinated a request for a safehouse with the Real Estate and Construction Division and submitted the required information to SR Division.

d. WH

Coordinated a problem involving the shipment of household furnishings with the Transportation Division. The shipment will be handled through [REDACTED]

e. FE

Arranged for a meeting between Catalog Branch, Supply Division, and FE Division personnel for the purpose of determining the correct nomenclature of photographic material. A requisition for this material was expedited to meet a 15 September operational deadline.

f. Military Liaison



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